



DEPARTMENT OF THE NAVY
HEADQUARTERS UNITED STATES MARINE CORPS
WASHINGTON, DC 20380-0001

MCO 5100.29
SD
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MARINE CORPS ORDER 5100.29

From: Commandant of the Marine Corps
To: Distribution List

Subj: MARINE CORPS SAFETY PROGRAM

Ref: (a) SECNAVINST 5100.10G (NOTAL)
(b) DoDInst 5000.2 (NOTAL)
(c) OPNAVINST 3750.6Q (NOTAL)
(d) MCO P5102.1
(e) DoDInst 4000.19
(f) OPNAVINST 5100.8G (NOTAL)
(g) SECNAVINST 5720.42E (NOTAL)
(h) MCO 3750.1 (NOTAL)

1. Purpose. To provide policy, assign responsibility and establish instructions for the administration of the Marine Corps Safety Program per references (a) through (h), as applicable.

2. Background. Per reference (a), the SecNav assigned to the CMC responsibility to implement and administer the Marine Corps Safety Program and to coordinate with CNO for those matters that affect the U.S. Navy.

3. Policy

a. All levels of command shall establish and maintain aggressive force protection (occupational safety and health (OSH) and operational safety) programs to enhance warfighting capability by preventing mishaps and reducing personnel and material losses.

b. Force protection, including hazard awareness and risk management, shall be fundamental elements in doctrine, training, material acquisition, supply and combat operations.

c. Force protection considerations shall be integrated into appropriate orders, training and indoctrination programs, technical and tactical publications, checklists and standard operating procedures.

d. The standards published by the Occupational Safety and Health Administration (OSHA) under 29 U.S.C. 651 shall apply for non-military unique operations and work places, for work by Marine Corps military or civilian personnel.

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e. The Marine Corps will apply OSHA and other non-DOD regulatory safety and health standards to military-unique equipment, systems, operations or work places, in whole or in part, when possible. When not possible or when no regulatory standard exists for such military application, the Marine Corps will develop and publish special military standards, rules or regulations prescribing occupational safety and health measures.

4. Scope. This Order applies to all Marine Corps military and civilian personnel, including off-duty military and non-appropriated fund civilian personnel. It extends to dependents and all civilian personnel while on Marine Corps installations or embarked on Marine Corps aircraft or vessels. It applies to all Marine Corps facilities, equipment and material and is in effect afloat and ashore, on and off Marine Corps installations.

5. Responsibilities

a. Director, Marine Corps Safety Division (SD), Headquarters U.S. Marine Corps. SD has ultimate responsibility for all aspects of Marine Corps safety. SD provides direct support to the ACMC in determining Marine Corps Safety Program policies and objectives, developing procedural guides, preparing implementing directives and in coordinating and managing the Marine Corps Safety Program. Specifically the SD will:

(1) Coordinate and provide policy and direction for Marine Corps Safety Programs in concert with Deputy Chiefs of Staff, Commanding Generals and other agencies, as appropriate.

(2) Review Marine Corps Orders developed by other Marine Corps agencies for Marine Corps Safety Program elements or specified support functions to assure consistent and effective safety program processes are developed and maintained.

(3) Provide policy and direction for Marine Corps aviation and ground operational safety.

(4) Provide policy and direction for the Marine Corps OSH Program.

(5) Provide policy and direction for Marine Corps Occupational Health and Industrial Hygiene Program.

(6) Provide policy and direction for motor vehicle, recreational, off-duty and child care safety.

(7) Provide policy and direction for radiation, laser and radio-frequency safety.

(8) Regulate unit safety surveys, program reviews and evaluations conducted by external agencies.

(9) Analyze mishap data to identify causal factors and recommend procedures to prevent mishap recurrence.

(10) Serve as the single point of contact with external agencies for all Marine Corps safety and occupational health matters. Ensure the Marine Corps is represented on all DoD and Department of the Navy safety policy formulation groups.

(11) Maintain close liaison and coordination with the Commander, Naval Safety Center (COMNAVSAFECEN) in their support of Marine Corps Safety programs.

b. Deputy Chief of Staff for Aviation. Implements the Marine Corps Aviation Safety Program and acts as point of contact for aviation range safety issues.

c. Deputy Chief of Staff for Installations and Logistics. Implements those elements of the Marine Corps Safety Program concerning fire prevention, hazardous materials, pollution prevention, property disposal and hazardous waste.

d. Deputy Chief of Staff for Plans, Policies and Operations. Acts as point of contact for firearms safety in areas of law enforcement (military police, guard forces, anti-terrorism, etc.) and for motor vehicle safety as it relates to law enforcement.

e. Commanding General, Marine Corps Combat Development Command. Training and education in operational safety, OSH and hazard awareness and management are essential elements in a vital and effective force protection program.

(1) Incorporate operational safety, OSH and hazard/risk awareness and management into the curricula of all appropriate military and civilian training and education.

(2) Serves as the central source for collection, publication and dissemination of information on safety training courses.

(3) Acts as point of contact for Marine Corps ground range safety issues.

f. Commander, Marine Corps Systems Command

(1) Implement those elements of the Marine Corps Safety Program concerning arms, ammunition and explosives safety.

(2) Implement those elements of the Marine Corps Safety Program concerning Systems Safety per reference (b)

(3) Ensures appropriate systems are reviewed by the Weapon Systems Explosives Safety Review Board, Laser Safety Review Board, Navy Radiation Safety Committee and Lithium Battery Review Board during systems acquisition.

g. Inspector General of the Marine Corps (IGMC). The IGMC coordinates and reviews the inspection results of the Marine Corps Safety Program with other responsible HQMC staff agencies. The IGMC apprises the ACMC of program effectiveness as identified through the oversight of the Command and Unit Inspection Programs (CIP/UIP).

h. Marine Corps Commands and Activities. Safety is an inherent responsibility of command and implementation of all aspects of the Marine Corps Safety Program through the chain of command is mandatory. Commanding generals and commanders shall ensure their commanding officers, directors, officers in charge and supervisors at their activities:

(1) Develop and publish a command safety policy and mission statement.

(2) Establish the Safety Department (element) at the command level to provide safety personnel direct access to the commander for safety matters.

(3) Assign safety responsibilities to qualified safety and health specialists as a primary duty billet where provided for in the Table of Organization.

(a) In operational units, such as the force, division, support group, wing, regiment and aircraft group headquarters, a commissioned officer shall be assigned primary duty as Safety Manager. Military personnel assigned to a primary duty safety billet must have completed, as a minimum, the Aviation Safety Officer's Course (MOS 7596) or the Marine Corps Collateral Duty Safety Officer's Course (MOS 9956) requirements, or other equally qualifying training.

(b) A qualified civilian safety and health specialist or a commissioned officer shall be assigned primary duties of Safety Manager at Marine Corps installations and major commands not addressed in para (3) (a). A qualified "safety and health specialist" includes persons meeting the definition for qualified safety and health personnel contained in DoD Instruction 6055.1, while military personnel must be qualified as indicated in para (3) (a). Safety and health specialists who manage these safety offices should have a minimum 4 years experience in a safety function.

(4) Conduct formal safety and occupational health inspections, by qualified safety personnel, of all Marine Corps workplaces at least annually and notify affected personnel of the inspection results. Inspections of high hazard areas shall be more frequent, based on an assessment of potential for injuries, occupational illness or damage to Marine Corps property. Qualified safety personnel shall determine the inspection frequency for high hazard areas.

(5) Incorporate hazard/risk awareness and management principles in all processes, including planning, decision making and execution.

(6) Use all available resources to improve the command safety program. Request for Commander, Naval Safety Center (COMNAVSAFECEN) assistance is required, at the discretion of the Force or installation commander, for investigations of all mishaps that result in training deaths. The purpose of these independent, confidential investigations is solely to assist the Mishap Review Board in determining causal factors in order to prevent mishap recurrence. Requests for COMNAVSAFECEN assistance will be made via message using the chain of command. Annual unit safety surveys are required. The intent is for representative units to receive a COMNAVSAFECEN safety survey every three years at a minimum. Requirements for aviation safety surveys are delineated in reference (c). DIRLAUTH with COMNAVSAFECEN for safety matters is authorized for all units.

(7) Comply with all mishap investigation and reporting requirements of references (c) and (d), as applicable. Thorough, accurate and timely mishap investigation and reporting by all units is critical to the overall success of the Marine Corps Safety Program.

i. Individual civilian and military personnel of the Marine Corps shall:

(1) Comply with Marine Corps Safety Program standards, rules and procedures.


(2) Bring to the attention of the command, through established procedures, the existence of, or potential for, any unsafe or unhealthful operation or working condition.

j. Host-Tenant Relationships. On DoD installations, the installation commander is responsible for overall health and safety of personnel and equipment aboard the installation.

(1) Adherence to the host installations's safety standards, as a minimum, is required to promote safety and health at tenant commands aboard Marine Corps installations. Marine Corps tenants of other DoD installations will adhere to the host's safety standards. Where tenant commands have safety standards that meet or exceed the host commands' requirements, tenant commands will adhere to the more stringent standards.

(2) Safety support in host-tenant relationships are described in reference (e) and documented on an Interservice Support Agreement (15A). Safety support will not be charged to tenants unless the services required by the tenant are outside the scope of the host's safety standards. There is no requirement to document intraservice support (Marine Corps host and Marine Corps tenant) on an ISA but the same general guidelines apply.

6. Commander, Naval Safety Center. By agreement with the CMC, the COMNAVSAFECEN will support the Marine Corps Safety Program. COMNAVSAFECEN services include collecting, analyzing and providing mishap and hazard data on request, conducting independent, confidential investigations of major mishaps and mishaps resulting in training deaths, and providing technical assistance, safety surveys, publications support and safety program consultations. Marine Corps commands will use COMNAVSAFECEN resources to improve their overall safety program.
7. Naval Medical Support. Reference (f) directs the Chief, Bureau of Medicine and Surgery to provide support to the CMC in all aspects of occupational health, which includes occupational medicine, industrial hygiene and environmental health, including field support. All Marine Corps commands will use their local Naval medical facilities for occupational health support, if available. Where such support (especially industrial hygiene) is not available, commands shall ensure the occupational health services acquired (whether military or civilian) are equal to the requirements set forth by DoD and SecNav directives.
8. Reporting Requirements. Separate Marine Corps Orders and OPNAV Instructions establish required reporting for the Marine Corps Safety Program. Prompt compliance with established reporting requirements is critical to the success of the Marine Corps Safety Program.
9. Freedom of Information (FOIA). Safety investigations are generally "For Official Use Only" (FOUO) documents, per reference (d). Paragraph 10 of reference (g) has guidelines for proper use of FOUO. Per reference (g), COMNAVSAFECEN is the FOIA release authority for Mishap Investigation Reports. Reference (c) provides policy and guidance concerning use of aviation safety reports and data. Reference (d) provides policy and guidance on investigating, reporting and recording ground mishaps.
10. Action. Each addressee shall take the necessary action to place the provisions of this Order in effect.
11. Reserve Applicability. This Order is applicable to the Marine Corps Reserve.


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